

## **D R A F T Meeting Minutes**

### **Delaware Spatial Data I-Team**

**10:00 a.m.**

**May 29, 2003**

**Conference Room A  
State Budget Office  
Thomas Collins Building  
Dover, DE**

#### **I-Team Members Present:**

Connie Holland, Office of State Planning Coordination  
Dick Sacher, UD/RDMS  
Sandy Schenck, DGS  
Margie Duranko, Kent County  
Tim Westbrook, New Castle County  
Matthew Laick, Sussex County  
NV Raman (For John Hughes), DNREC  
Vince Rucinski (For Nathan Hayward), DelDOT  
Mark Headd (For Tom Jarrett), Dept. of Technology and Information

#### **Others Present:**

Mike Mahaffie, Office of State Planning Coordination  
Michael Ward, Kent County

#### **Welcome and Introductions**

Connie Holland started the meeting at approximately 10:05. Introductions were dispensed with as everyone in attendance knew everyone else already.

#### **Approval of March 10, 2003 Minutes**

A motion was made by Vince Rucinski, seconded by Mike Ward, and unanimously approved by all members present to accept the minutes of the March 10, 2003 meeting.

#### **Review of the Jack Dangermond Meeting**

The group held a brief discussion as a follow-up to the I-Team meeting with ESRI founder and CEO Jack Dangermond as part of the Delaware GIS 2003 Conference. Action items were to just "Get it Done," as advocated by Mr. Dangermond. It was generally agreed that that energy would continue to be directed towards developing data standards.

Mike Mahaffie noted the issue of standard colors to use in displaying land use and land cover data. This is an issue that has been raised in the planning

community. Connie and Mike agreed to check into this issue and draft a set of standard colors in conjunction with members of the planning community.

Mark Headd gave an overview of a follow up meeting with ESRI staff, concerning web mapping services, which he facilitated with several staff members from DTI.

### **Cadastral Standards Project Update**

Tim Westbrook reported that the Cadastral Working Group met at the start of May and made some significant progress. Chris Capelli, of ESRI, was there and was helpful in helping to get the ball moving.

Tim reported that four main chapter headings have become clear. They are:

1. Content, or what should be included in the cadastral data set;
2. Process, or the collection and maintenance of the data set;
3. Presentation, or what does the data set look like; and
4. Distribution, or who can get it and how.

Some definitions for content items were attained. These included "parcel," "lot," and "subdivision." Connie Holland offered a book of definitions for content items available from the American Planning Association.

The next Cadastral Working Group meeting (June 3, 1:00 p.m., at DelDOT) will deal with geographic feature numbering (Geonumber) to serve as a unique ID for any geographic feature.

### **Elevation Data Project Update**

Mike reported that the elevation data Project is on hold until early summer. The staff from Delaware Coastal Programs spearheading the review of LIDAR proposals is in the height of their field work season. Sandy added a quick explanation of the status of potential funding from USGS for the project. He hopes to be able to use an Innovative Partnership (IA) to leverage some USGS funding.

### **USGS/Transportation Update**

Sandy gave a brief update on a proposal to use the USGS Rolla Field Office to perform conflation and alignment of Delaware several transportation data sets to the 2002 orthophotography.

### **Status of Memoranda of Agreement (MOAs)**

Mike gave an update on the status of the several Memoranda of Agreement and Letters of Understanding among members of the I-Team and Framework Data Stewards. A listing of MOAs and their status is attached.

**Orthophotography Project Update**

Mike gave an update on distribution of the Orthophotography and issues with the distribution. A list of agencies to which the data has been, or is being delivered, is attached. There is also a list of potential distribution options.

Tim Westbrook raised the question about homeland security and making framework data layers – especially Orthophotography -- available to the public. Tim asked whether the I-Team will have an answer for the question "Are you putting the State at risk by releasing this data to the public?"

Connie and Mike will write a memo to the Governor explaining the issue, relative to Orthophotography and making the case saying that there is no apparent safety risk by having it available on the web. Mike will gather input from various sources and will send a draft to the I-Team for comment prior to presenting it to the Governor.

**DataMIL Update**

Sandy Scheck gave an update on the work he has begun to outline the need to move the DataMIL from its current research and development phase to a more permanent, production phase. Sandy is drafting a white paper on the subject and plans to share it with the I-Team.

There was a discussion of the need to find funding to continue the project as well as to find a permanent home for DataMIL. Several ideas were discussed. The main questions still in circulation are:

1. Where to house it?
2. Who should run it?
3. How to pay for it?

Mark Headd told Sandy that he would give input to the white paper from the technical IT standpoint.

This gave rise to a larger discussion of the need to find more regular funding for I-team projects including major, multi-agency data acquisition projects and data distributions initiatives, such as DataMIL.

Connie proposed preparing a briefing for State Budget Director Jennifer Davis, and Lee Ann Walling, Governor Minner's Livable Delaware Advisor, on the need. The purpose will be to begin to lay the groundwork for some form of I-Team Fund to be used for these purposes.

**Other Business**

Mike explained that the memo from Connie to the Governor inviting asking that the State's Homeland Security Advisor and the USGS be added to the I-Team had not made it to the Governor's Office. An electronic version has been re-sent.

Connie gave a quick update of a major data project just beginning in the Office of State Planning Coordination. This is an update of the State Strategies for Policies and Spending. She asked Mike to share with I-Team members the proposed timeline for that update. Mike will e-mail that timeline to the I-Team list.

There being no further business, the meeting was adjourned at approximately 12 noon.

## Framework MOA Status Report

Updated May 28, 2003

Land Use/Land Cover..... Signed

- OSPC and the I-Team

Hydrography..... Signed

- DNREC, DGS, USGS and the I-Team

Kent Co. Cadastral..... Signed

- Letter of Understanding between the County and the I-Team

New Castle Co. Cadastral..... Under Review

- Draft Letter of Understanding between the County and the I-Team
- Under review by New Castle County

Sussex Co. Cadastral..... Signed

- Letter of Understanding between the County and the I-Team

Boundaries ..... Under Review

- DGS, USGS, OSPC and the I-Team
- Under review by USGS?
- Issues:
  - Need to incorporate Census Bureau?
  - State Boundary Commission?
  - Topology issues

Elevation..... Under Review

- DGS, USGS, NGS and the I-Team
- Not reviewed by NGS
- Need to incorporate potential LIDAR project

Geographic Names ..... Under Review

- DGS, U.S. Board on Geographic Names, Delaware Geographic Names Committee and the I-Team
- Issues around update of GNIS from label points to point locations

Ortho Photography..... Under Review

- DelDOT, OSPC and the I-Team
- Need to add DNREC? Others?

Transportation..... Under Review

- DelDOT, DGS, USGS and the I-Team
- On hold for Cadastral/Transportation Project

## Delaware 2002 Orthophotography Distribution

Updated: 5/29/2003 4:04 PM

### State Agencies

#### OSPC

67 DVDs (statewide) ..... Delivered  
MrSID (statewide) ..... Delivered

#### DelDOT

67 DVDs (statewide) ..... Delivered  
MrSID (statewide) ..... Delivered

#### DNREC

67 DVDs (statewide) ..... Copying  
MrSID (statewide) ..... Delivered

#### Dept. Of Agriculture

67 DVDs (statewide) ..... Requested  
MrSID (statewide) ..... Requested

### County Governments

#### Kent

20 DVDs (Kent) ..... Pending  
(Waiting for data storage availability)  
MrSID (Kent) ..... Delivered

#### New Castle

17 DVDs (New Castle) ..... Copying  
MrSID (New Castle) ..... Copying

#### Sussex

36 DVDs (Sussex) ..... Delivered  
MrSID (Sussex) ..... Copying

### MPOs

#### WILMAPCO

17 DVDs (New Castle) ..... Requested  
MrSID (New Castle) ..... Delivered (?)

#### Dover/Kent

Via DelDOT

### University of Delaware

#### RDMS

67 DVDs (Statewide) ..... Partial  
(Copying Kent, will get New Castle from County)  
MrSID ..... Delivered

#### DGS

MrSID (Statewide) ..... Delivered

#### IPA/WRA

MrSID ..... Delivered

#### CADSR

MrSID ..... Delivered

## **Municipal Governments**

### **Lewes**

CDs of City .....	Delivered
Georgetown.....	via DBF
Selbyville .....	via DBF
Fenwick Island .....	via DBF
Bethany Beach .....	via DBF
Ocean View .....	via DBF

### **Others**

#### **Davis Bowen and Friedel**

DVDs (selected areas) .....	Delivered
Remainder of State Budget Office .....	Requested

#### **Contractor for DAFB**

Selected TIFFs (Around DAFB) .....	Delivered
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#### **Federal Homeland Security Agency**

Selected areas .....	Via Vargis and EarthData?
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## **Further Distribution Options**

### **TIFF Repositories**

OSPC .....	Limited CD Burning
DNREC .....	CD Burning?
DeIDOT .....	DVD, CD, Removable Hard Drive
RDMS .....	CD and DVD Burning (self-serv)
The Counties .....	Limited CD Burning?
DDA (Thompson) .....	Uncertain
WILMAPCO (NCCo only) .....	DVD and CD Burning?
EROS Data Center .....	National redistribution?

### **TIFF Resellers (Not for Profit)**

EarthData .....	Under consideration
Vargis .....	Under consideration
Thompson.....	??

### **Web Map Services**

DataMIL .....	Waiting for drive space
DNREC EIS .....	Waiting for drive space
DTI .....	Under consideration?
Thompson.....	Uncertain

## Other Options

Libraries?

Tim Westbrook to enquire

Web Downloads?

Custom MrSIDs

“Dumbed Down” data

Custom MrSIDs?

EarthData

UD?

DTI?